TOWNSHIP PLANNING COMMISSION
Public Hearing
August 10, 2026

MINUTES

Call to Order

Vice-Chairman Rauch called the meeting of the Genoa Charter Township Planning Commission to order at 6:32 p.m. at the township hall.

Pledge of Allegiance

The Pledge of Allegiance was recited.

Roll Call

The following members were present constituting a quorum for the transaction of business: Vice Chairman Eric Rauch, Tim Chouinard, Michael Hadjinian, Glynis McBain, Marianne McCreary, Greg Rassel, and Bill Reiber.

Also present were Planning Director Amy Ruthig, Planning Coordinator Bobby Foster, Brian Borden of Safebuilt, Sydney Streveler from Tetra Tech, and 12 people in the audience.

Election

Vice-Chairman Rauch stated the Chairperson seat is vacant at this time so one will need to be elected. He does not want to be Chairperson as he would prefer to be an active member of the Planning Commission. He recommended Marianne McCreary be nominated as Chairperson. Commissioner Reiber cannot be chairperson because he is a trustee on the township board. Commission McBain supported the recommendation for Marianne McCreary.

Moved by Rassel, seconded by Chouinard, to elect Marianne McCreary as Chairperson. **The motion carried unanimously**.

Moved by Rassel, supported by Chouinard, to elect Glynis McBain as Secretary. **The motion carried unanimously.**

All Commissioners provided a review of their personal lives and professional experiences, including those with Genoa Township.

Approval of the Agenda

Moved by Commissioner Rassel, supported by Commissioner Reiber, to approve the agenda as presented. **The motion carried unanimously**.

Declaration of Conflict of Interest: None

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Call to the Public

The call to the public was opened at 6:46 pm with no response.

OPEN PUBLIC HEARING # 1…Consideration of a special land use application, environmental impact assessment and site plan for a proposed drive-through coffee shop in the Grand River Plaza. The property is located at 3599 Grand River Avenue, north side of Grand River Avenue, west of Latson Road. The request is petitioned by Carly Detar, OLIO Dev. Grp.
A. Recommendation of Special Use Application
B. Recommendation of Environmental Impact Assessment
C. Recommendation of Site Plan

Mr. Joe Horton, the engineer and architect, for the applicant stated they would like to build a drive through coffee business in front of the Hobby Lobby property. They will meet all of the comments and conditions contained in the consultants' review letters.

Mr. Borden reviewed his letter dated July 30, 2026.
1. Special Land Uses (Section 19.03):
   A. The special land use standards of Section 19.03 are generally met.
   B. In order to make favorable findings related to compatibility and impacts, the use conditions of Section 7.02.02(j) must be met to the Commission's satisfaction.
   C. The applicant must address any comments provided by the Township Engineer or Brighton Area Fire Authority regarding public facilities and services.
2. Drive-Through Use Conditions (Section 7.02.02(j)):
   A. The use conditions of Section 7.02.02(j) are generally met.
   B. The Planning Commission has the authority to waive/modify the 500-foot spacing requirement between drive-throughs.
3. Site Plan Review:
   A. The applicant should be prepared to present building material and color samples to the Commission for their review/approval. Colored renderings were shown.
   B. The applicant must provide the Commission with evidence supporting a further reduction in parking for the Plaza, per Section 14.02.04.
   C. He requests the applicant confirm that no building mounted lighting is proposed. Details need to be provided for the proposed light poles and light fixtures.
   D. One of the ornamental trees depicted on the landscape plan must be increased in size to a canopy tree for full compliance.
   E. There are inconsistencies between the plant schedule and landscape plan that must be corrected.
   F. Refuse removal will need to be scheduled for off-peak/business hours to avoid conflicts.
   G. The location and details of the concrete base pad for the waste receptacle must be depicted on the plan.
   H. He suggests the site plan submittal include a compliant sign package.
   I. The applicant must address any site plan comments provided by the Township Engineering and/or Brighton Area Fire Authority.

There was a discussion regarding the parking reduction. The PUD shows two outlots, so there could be further reduction in available spaces when that is developed. Mr. Horton stated 95 percent of their business is drive through service. There will be very few customers who park

and stay at the restaurant. There will be no speaker boxes for ordering. Employees are outside taking orders.

Ms. Streveler reviewed her letter dated August 4, 2026.

1. Profiles should be provided for all proposed storm sewers with information as required from Livingston County Drain Commissioner standards. The hydraulic gradient should be shown in the profile.
2. Callout 13 on the utility plan indicates that there is a 4-inch storm pipe proposed. Minimum size for private storm main is six inches and should be updated accordingly.
3. Storm sewer details such as catch basins, storm cleanouts, slope channel, etc. should be provided for review.
4. Parking lot details, such as pavement cross sections, sidewalk cross sections, curb and gutter, should be provided for review.

The Brighton Area Fire Authority Fire Marshal's letter dated August 4 states that the petitioner has addressed all of his previous comments.

Commissioner Reiber questioned if there were garbage cans on the outside of the building and Mr. Horton was unsure but does not believe there are.

There was a discussion regarding a cross access easement with the Meijer property to the east and what will cause that easement to be put into place.

The call to the public was opened at 7:20 pm with no response.

Moved by Commissioner Rauch, supported by Commissioner Chouinard, to recommend to the Township Board approval of the Special Use Application for a proposed drive-through coffee shop in the Grand River Plaza at 3599 Grand River Avenue as this Planning Commission finds the use standards of Section 19.03 are generally met and the requirements of Section 7.02.02(j) are met to the satisfaction of the Planning Commission, and a waiver for the 500 foot from other drive throughs can be granted because of the internal road network and lack of access to a public road. For this project. **The motion carried unanimously**.

Moved by Commissioner Rauch, supported by Commissioner Rassel, to recommend to the Township Board approval of the Environmental Impact Assessment for a proposed drive-through coffee shop in the Grand River Plaza at 3599 Grand River Avenue, conditioned upon the addition of the date on the document. **The motion carried unanimously**.

Moved by Commissioner Rauch, supported by Commissioner Rassel, to recommend to the Township Board approval of the Site Plan dated May 27, 2026 for a proposed drive-through coffee shop in the Grand River Plaza at 3599 Grand River Avenue, conditioned upon the following:

- The reduction of spaces for the overall property by 49 is sufficient in this instance because of the varying peak business hours of the properties.
- All future submittals will require an overall parking plan that demonstrates the business hours and the parking needs of the overall parcel and how new projects impact that.
- Refuse removal on the subject property will be during closed hours only.
- More concrete will be added in the front of the dumpster

- Signs on future renderings for submissions will meet requirements of the township ordinance to clarify intent.
- The petitioner will meet all requirements of the Fire Marshal's letter dated August 4, 2026 prior to issuance of a Land User Permit.
- The petitioner will meet all requirements of the township engineer's letter from August 4, 2026 prior to issuance of a Land User Permit.
- The petitioner will meet all requirements of the township planner's letter dated July 29, 2026 prior to issuance of a Land User Permit.
- The Planning Commission wants to make notice of its intent to create a connection between this overall property and the Meijer property as previous approvals have suggested to and it is incumbent upon the property owner to make those improvements when all agreements have been put in place.

The motion carried unanimously.

OPEN PUBLIC HEARING # 2…Consideration of an environmental impact assessment and site plan for a proposed 5,940 sq. ft. administrative office building for the MHOG Water Authority. The property is located at 900 Chilson Road, west side of Chilson Road, south of Grand River Avenue. The request is petitioned by MHOG.
A. Recommendation of Environmental Impact Assessment
B. Disposition of Site Plan

Dr. Greg Tatara of MHOG, Mr. Jason Lipa of Schafer Construction, Mr. Joe White of CivilWorks, and Ms. Katy Rupp of Fika Architects were present. Dr. Tatara provided a review of MHOG and the needs for the proposed building. Ms. Rupp showed colored renderings and building material samples.

Mr. Borden reviewed his letter dated July 31, 2026.
1. The amount of siding exceeds the limit for new buildings in the PRF; however, the Commission may allow the proposal based on a finding that it is in keeping with the intent and purpose of the Ordinance.
2. Building materials and color schemes are subject to review and approval by the Planning Commission.
3. The amount of parking proposed requires Planning Commission approval, per Section 14.02.06. The petitioner has provided information for the need for this parking in their response letter.
4. The Commission may allow existing trees and vegetation in lieu of new greenbelt tree plantings; however, there are large, mature trees on this site, so that can be included in the landscape requirement.
5. The applicant must address any comments provided by the Township Engineer and/or Brighton Area Fire Authority.

Ms. Streveler stated the petitioner has addressed all of her previous comments.

The BAFA Fire Marshal's letter dated July 31 states that the petitioner has addressed all of his previous comments.

Chairperson McCreary read a response from Fika Architects addressing the vinyl siding overage. Commissioner Chouinard stated the developer did a nice job with the building design.

Ms. Ruthig advised that, while the final decision is with the Planning Commission, staff told the applicant to present the drawings with the additional siding because the design of the building will fit with the residential homes in the area.

The call to the public was opened at 7:43 pm with no response.

Commissioner Rauch asked for assurances that the screening will fully screen the sewer treatment plant. Dr. Totora stated the buildings of the current wastewater treatment plant sit lower than the roadway so only the top of the roofs can be seen from Challis Road.

There was a discussion regarding what signage is proposed. There is currently a sign for the plant, so the current sign may be amended. There will not be any signage on the building.

Moved by Commissioner Rauch, supported by Commissioner Chouinard, to recommend to the township board approval of the Environmental Impact Assessment dated June 23, 2026 for a proposed 5,940 sq. ft. administrative office building for the MHOG Water Authority located at 900 Chilson Road. **The motion carried unanimously**.

Moved by Commissioner Rauch, supported by Commissioner Rassel, to approve the Site Plan dated July 21, 2026 for a proposed 5,940 sq. ft. administrative office building for the MHOG Water Authority located at 900 Chilson Road, with the following conditions:

- The Planning Commission finds it appropriate to approve the deviation of building materials to match the existing character of the surrounding area, with the limitation of no wall signs.
- The request for additional parking over the 22 required spaces to 40 be granted so the building can function as intended.
- The existing vegetation is acceptable screening in lieu of new screening materials.
- The petitioner will meet all requirements of the Fire Marshal's letter dated July 31, 2026 prior to issuance of a Land User Permit.
- The petitioner will meet all requirements of the township engineer's letter from August 4, 2026 prior to issuance of a Land User Permit.
- The petitioner will meet all requirements of the township planner's letter dated July 31, 2026 prior to issuance of a Land User Permit.

The motion carried unanimously.

OPEN PUBLIC HEARING #3… Consideration of an environmental impact assessment, PUD amendment and site plan for a proposed parking lot expansion for the existing Trinity Health Hospital. The property is located at 7575 Grand River Avenue, north side of Grand River Avenue, west of Hacker Road. The request is petitioned by Trinity Health.
A. Recommendation of Environmental Impact Assessment
B. Recommendation of Site Plan
C. Recommendation of PUD Amendment

Ms. Tiffany Spano of Trinity Health and Mr. Tristan Larsen of PEA Group were present. Ms. Spano stated they would like to add 318 additional parking spaces. These were banked parking spaces that were on the original submittal for the hospital. Based on their current volumes the original parking was not adequate for their staff parking. She stated the plans submitted this

evening show the parking and an underground detention pond to accommodate this additional impervious surface and future additional growth.

Mr. Larsen stated they have received the comments from the township engineer. He provided a review of the project.

Mr. Borden reviewed his letter dated August 7, 2026.

1. PUD Agreement
   A. The appliance must provide an amendment to the PUD Agreement addressing the contents of this request.
   B. The applicant must address any comments put forth by the Township Attorney. Ms. Ruthig stated the attorney has reviewed it and there is one minor change, to change Genoa “Charter” Township.
2. PUD Site Plan
   A. The petitioner is proposing to remove and transplant 20 trees, so he suggests the Planning Commission make a condition that if any of those trees do not survive in the first year, they shall be removed and replaced.
   B. He requests that the applicant confirm that light poles and fixtures match existing conditions for continuity throughout this PUD.
   C. The Commission should consider comments provided by the Township Engineer and/or Brighton Area Fire Authority.
   D. He recommends the future development items depicted on the site plan be removed.

Ms. Streveler reviewed her letter dated August 4, 2026. She noted that she has received a response letter from the applicant today and some of these items have been addressed. She will need to see revised plans.

1. The land use summary table on the cover sheet indicates the proposed plans will decrease the impervious area; however, it will be increased. The table should be updated as necessary.
2. Easements should be provided and shown in plans for proposed storm if required by LCDC.
3. Drainage areas for CB 9 and 11 exceed the maximum drainage area allowed for the inlet type assumed by Genoa Township Engineering Standards for open areas. A double inlet should be added in both locations to meet the drainage requirements and avoid ponding during rain events.
4. Soil borings should be provided for the proposed underground detention system as required by the Township’s Engineering Standards. Soil borings shall be provided to a depth of 20 feet below the proposed bottom elevation and documented groundwater elevations provided.
5. Structural calculations should be provided where the underground detention is located under pavement to ensure the system will not fail under normal loading conditions.
6. A system maintenance plan shall be submitted to ensure the underground detention will be taken care of properly.
7. Additional pot elevations or slope arrows should be provided within the proposed parking lot to ensure grades meet Genoa Township Engineering Standards.
8. The township requirements define the minimum subbase thickness for sidewalk as six inches. The sidewalk details provided do not meet this requirement and should be updated accordingly.

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9. For the asphalt cross sections, the subbase thickness and material should be called out and meet Genoa Township Standards.
10. The asphalt cross sections show the bond coat to be 0.05 Gal/SY. Genoa Township Engineering Standards require that the bond coat be 0.10 Gal/SY and should be updated accordingly.

The Brighton Area Fire Authority Fire Marshal's letter dated August 3 states "*The fire authority has no objection to the proposed parking lot expansion. As the drives are not emergency vehicle access, they are not required to meet width and radius dimensions. Improvements will be required if the "future development" area is developed*".

Chairperson McCreary asked the applicant if they anticipated the growth to be this quick and will these spaces be adequate at this time. Ms. Spano stated they have increased the number of beds in the hospital and this additional parking is needed for employees. They want to ensure that employees park in the back of the building to allow adequate parking for patients. Commissioner Rauch stated the original PUD allowed for 1,064 spaces and 800+ have been constructed and the request this evening is for 1,109 parking spaces so it is an additional 45 spaces over the original PUD. He stated that all but 45 of these spaces have already been approved as they were shown as bank parking. That justifies the request being made this evening.

Commissioner Reiber asked if there would be additional parking needed. Ms. Spano stated they submitted plans with this request showing their proposed additional expansion. They will have space to the east to add additional parking if needed.

The call to the public was opened at 8:16 pm with no response.

Moved by Commissioner Rauch, supported by Commissioner Chouinard, to recommend to the Township Board approval of the Environmental dated July 2, 2026 for a proposed parking lot expansion for the existing Trinity Health Hospital. **The motion carried unanimously.**

Moved by Commissioner Rauch, supported by Commissioner Rassel, to recommend to the Township Board approval of the Site Plan dated July 14, 2026 for a proposed parking lot expansion for the existing Trinity Health Hospital as Planning Commission finds the approval of the banked parking plus the additional 45 parking spaces to be acceptable with the intent and the needs and capacity operations of the Trinity Health Livingston Hospital. This approval is conditioned upon the following:

- Any trees marked as transplanted need to survive their first year or be replanted with the same species of trees.
- There is consistency in the site lighting throughout the entirety of the site.
- Any areas on the plans identified as future development areas be removed so it clarifies the intent of this submittal.
- The petitioner will meet all requirements of the Fire Marshal's letter dated August 3, 2026 prior to issuance of a Land User Permit.
- The petitioner will meet all requirements of the township engineer's letter from August 4, 2026 prior to issuance of a Land User Permit.

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- The petitioner will meet all requirements of the township planner's letter dated August 7, 2026 prior to issuance of a Land User Permit.

The motion carried unanimously.

Moved by Commissioner Rauch, supported by Commissioner Rassel, to recommend to the Township Board approval of the PUD amendment for a proposed parking lot expansion for the existing Trinity Health Hospital with the following conditions:

- The petitioner will meet all requirements of the Fire Marshal's letter dated August 3, 2026 prior to issuance of a Land User Permit.
- The petitioner will meet all requirements of the township engineer's letter from August 4, 2026 prior to issuance of a Land User Permit.
- The petitioner will meet all requirements of the township planner's letter dated August 7, 2026 prior to issuance of a Land User Permit.
- The petitioner will meet all requirements of township staff and the township attorney prior to issuance of a Land User Permit.

The motion carried unanimously.

OPEN PUBLIC HEARING #4…Consideration of an environmental impact assessment and site plan for a proposed 6,515 sq. ft. building with 8 vehicle bays for a minor auto repair establishment in the existing Livingston Commons Phase 2 Planned Unit Development. The property is located on the south side of Grand Oaks Drive and west of S. Latson Road. The request is petitioned by Zaremba Group, LLC.

A. Recommendation of Environmental Impact Assessment

B. Recommendation of Site Plan

Mr. Justin Bruce of the Zaremba Group and Ms. Whitney Pizzala of AR Engineering were present. Mr. Bruce stated they will meet all of the comments from the consultants' and Fire Marshal's letters. They provided colored renderings and proposed building material samples.

Mr. Borden reviewed his letter dated July 31, 2026.

1. Use Conditions (Section 7.02.02(k)):
   A. He suggests that approval of the land division request be included as a condition (if favorable action is considered).
2. The applicant must address any comments from the Brighton Area Fire Authority and obtain all necessary permits related to the storage of hazardous materials.
3. Site Plan Review:
   A. Building materials and colors are subject to review/approval by the Planning Commission.
   B. They meet the parking requirements; however, he suggests the two parallel parking spaces proposed be reserved for employees only.
   C. The landscape plan is slightly deficient in buffer zone and parking lot plantings. Additional shrubs are provided that offset the buffer zone deficiency; however, he suggests the applicant provide the additional two trees; however, there is not sufficient room in the parking lot for them, so they should be placed somewhere else on the site.
   D. The applicant must address any comments provided by the Township Engineer and/or Brighton Area Fire Authority.

Ms. Streveler reviewed her letter dated August 4, 2026

1. Plans should be signed and sealed.

2. Easements should be provided for any public proposed storm sewer as required by LCDC Standards. We recommend that the petitioner address the above comments and resubmit for additional review. Please call or email if you have any questions.

Commissioner Reiber questioned this proposed business's compatibility with the surrounding businesses. Commissioner Chouinard stated there are vehicle repair type businesses down Grand Oaks Drive. Commissioner McBain sees that the business , building design and materials align with the surrounding businesses. Commissioner Hadjinian agrees.

The Fire Marshal's letter dated July 21, 2016 states:

1. The building shall be provided with an automatic sprinkler system in accordance with NFPA 13, Standard for the Installation of Automatic Sprinkler Systems.
   A. The FDC shall be located on the front of the building (Grand Oaks).
   B. The location, size, gate valve, and connection of the fire protection lead shall be indicated on the utility site plan. The fire protection line shall be a minimum of 6".
   C. A hydrant shall be located within 100' of the fire department connection. (This appears to be in compliance.)
2. The access drive into the site and the future connection drive to the adjacent site shall be at least 26 feet wide. With a width of 26 feet, one side (building side) of the drive shall be marked as a fire lane. Access roads to the site shall be provided and maintained during construction. Access roads shall be constructed to support the imposed load of fire apparatus weighing at least 84,000 pounds. (This appears to be in compliance.)
3. Access around the building shall provide emergency vehicles with a turning radius of 50 feet outside and 30 feet inside. Vehicle circulation shall account for non-emergency traffic and keep vehicles within the lanes of travel. (This appears to be in compliance.)
4. A minimum vertical clearance of 13½ feet shall be maintained along the length of all apparatus access drives. This includes but is not limited 5. Future project submittals shall include the project's address and street name in the title block. (This appears to be in compliance.)
6. The building shall include the building address on the building. The address shall be a minimum of 6" high letters of contrasting colors and be clearly visible from the street. The location and size shall be verified prior to installation.
7. The location of a Knox Box shall be indicated on future submittals. The Knox Box shall be located adjacent to the main entrance of the structure, in a location coordinated with the fire authority.
8. During the construction process, the building will be evaluated for emergency responder radio signal strength. If coverage is found to be questionable or inadequate; the contractor or the building owner shall hire an approved contractor to conduct a grid test of the facility. If the signal strength coverage is found to be non-compliant, an approved emergency responder radio coverage system shall be provided in the building.
9. Provide names, addresses, phone numbers, numbers, emails of owner or owner's agent, contractor, architect, on-site project supervisor.

Chairperson McCreary asked about the traffic impact. Ms. Pizzala reviewed the results of the traffic analysis and based on the low impact, it does not require a traffic study be performed.

There was a discussion regarding the cross access easements. Mr. Bruce stated this will be completed when the land is sold. Commissioner Rauch stated this will be a requirement of the land division.

The call to the public was opened at 8:42 pm with no response.

Ms. Ruthig showed the list of uses allowed in this PUD.

Moved by Commissioner Rauch, supported by Commissioner Chouinard, to recommend to the township board approval of the environmental impact assessment dated June 19, 2026 for a proposed 6,515 sq. ft. building with eight vehicle bays for a minor auto repair establishment in the existing Livingston Commons Phase 2 Planned Unit Development. **The motion carried unanimously**.

Moved by Commissioner Rauch, supported by Commissioner Chouinard, to recommend to the township board approval of the site plan dated July 20, 2026 for a proposed 6,515 sq. ft. building with eight vehicle bays for a minor auto repair establishment in the existing Livingston Commons Phase 2 Planned Unit Development, with the following conditions:

- The land division required for this project shall be completed prior to the issuance of a Land Use Permit.
- The land division will include the cross access easements required to accommodate the site plan as presented.
- The Planning Commission finds the building materials to be satisfactory and meet the intent of the ordinance.
- The two parallel parking spots on the west side of the site be identified as employee parking only.
- Two more parking lot trees will be established within the landscape plan.
- The Planning Commission finds that the use conditions of 7.02.02(k) meets the intent of the ordinance.
- The petitioner will meet all requirements of the Fire Marshal's letter dated July 22, 2026 prior to issuance of a Land User Permit.
- The petitioner will meet all requirements of the township engineer's letter from August 4, 2026 prior to issuance of a Land User Permit.
- The petitioner will meet all requirements of the township planner's letter dated July 31, 2026 prior to issuance of a Land User Permit.

The motion carried unanimously.

ADMINISTRATIVE BUSINESS:

Staff Report

Ms. Ruthig stated there will be two items on the September agenda.

She will be meeting with the acoustic consultant who will provide information to help the township with developing the data center ordinance. They will be attending the September meeting.

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Approval of the June 8, 2026 Planning Commission meeting minutes

Needed changes were noted.

Moved by Chairperson McCreary, supported by Commissioner Rauch, to approve the June 8, 2026 Planning Commission meeting minutes as amended. **The motion carried unanimously.**

Member Discussion

Commissioner Rauch stated that two of the four items this evening had parking issues. Perhaps this is a part of the ordinance that should be reviewed.

Adjournment

Moved by Commissioner Rassel, seconded by Commissioner Reiber, to adjourn the meeting at 9:02 pm. **The motion carried unanimously.**

Respectfully Submitted,

Patty Thomas, Recording Secretary

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